


19 January 1961

Dear Wendell:

In discussing project funding needs with Dick, we have come up with a readjustment of funding requirements of Fiscal Year 1961. For a better understanding of the work effort on this project there is attached a list of personnel and description of their general job duties. In addition to the 18 people listed on this sheet, we contemplate hiring one Senior Scientist (Ph.D. level) for the analysis group sometime in the near future.

Two of our Engineers and the two Technical Supervisors are working and are paid for a 54-hour work-week. The remainder of the salaried personnel are paid on a 48-hour work-week. I would like to point out at this time that all of our salaried employees from time to time freely donate additional, uncompensated work-time to the project. The hourly personnel have been averaging 54-hour work-weeks. As you probably know this extended work-week is necessary not only to accomplish the project work, but also because of the complicated transportation problem.

Besides the site work, past and present history of the project indicates that we also utilize approximately 1 1/2 man-months per month at our  office for such things as mechanical engineering design, mechanical build-up, and machine shop.

The balance of the total budget available as of 1 January 1961 is as follows:

Salaries and Wages
Burden
M&S
Travel
Capital Equipment
G&A

Total



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Included in these costs are \$7,387 for M&S commitments and \$7,028 for Capital Equipment commitments.

Projecting estimated costs for the balance of the year, we arrive at the figures below:

Salaries and Wages
Burden
M&S
Travel
Capital Equipment
G&A



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Total

This total is an increase of \$60,000 over our estimate of last spring and is attributable to three causes.

The number of people working on the project has gone from 10 to 18; this has allowed us to do more thorough work in less time and has generally increased our capabilities in the field. I feel sure that the operating people can vouch for the fact that our work force now is more versatile and competent. This capability has provided a greatly increased reliability in the operation.

As we have discussed with you previously, we are contemplating the use of a C-47 type aircraft for transportation to and from the site beginning February 1. This would be substituted for the present D-18 Beech, and is necessitated by the increase in personnel from 10 to 18. Because of the remoteness of the site air-transportation is necessary from the standpoint of efficiency and morale. This aircraft would increase our present transportation costs by approximately \$15,000.

In addition to the original contemplated work are the data analysis and theoretical studies leading to an understanding of what has physically transpired and relating necessary fixes. As our competence grows, more and more emphases will be placed in this area.

In summary, we feel that these additions will greatly increase the competence of our participation in this program and will be a direct benefit to you. As we are anxious to arrive at firm plans for the balance of the year we would appreciate it if you would give these recommended additional costs your immediate attention.

Enclosed are the Financial Reports for the month of December. As you can see the form has been slightly altered and now includes Categories I, II, and III separately as well as a program summary. Please let me know if there are any questions on these reports or the requested increase in authorization.

Very truly yours,



Attachment: List of Personnel and Duties (1)
Financial Reports (4 sheets)

cc: [REDACTED] w/ attachments

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